

Name^[n1] Soil & Water Conservation District

Address

City, NC Zip

555-555-555



Conservation Plan

Landowner

Address

City, NC Zip^[n3]

Tract 555^[n4]

Pastureland^[n5]

382 Fence^[n6]: Install fencing around water body to prevent access and degradation by livestock. SWCD can provide fencing specifications prior to construction.

Field	Planned Amount (ft ^[n7])	Month	Year	Applied Amount	Date
1-2 ^[n8]	1300	10	2015		
3-4	1900	10	2015		
5	2250	10	2015		
6	2200	10	2015		
7	1700	10	2015		
Total	9350 ^[n9]			0	^[n10]

CERTIFICATION OF PARTICIPANTS

LANDOWNER [n11]

DATE

CERTIFICATION OF:

SOIL & WATER TECHNICIAN [n12]

NAME [n13]

DATE

CONSERVATION DISTRICT

DISTRICT [n14] SWCD

DATE

PUBLIC BURDEN STATEMENT

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collections is 0578-0013. The time required to complete this information collection is estimated to average 45/0.75 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection information.

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Main document changes and comments

Page 1: Comment [n1]	najones	8/8/2012 8:56:00 PM
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List your District Name, Address and Phone Number

Page 1: Comment [n2]	najones	8/9/2012 8:50:00 AM
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Type your District/County name. Font - Aerial Black 16;

Page 1: Comment [n3]	najones	8/8/2012 8:58:00 PM
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Enter Landowner Name, Address and phone number if desired.

Page 1: Comment [n4]	najones	8/9/2012 10:19:00 AM
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Add Tract Number. This template is set up such that you can follow the same NRCS principals for how a conservation plan should be laid out (e.g. per landuse, per tract etc.) This is not a requirement however it may be more user friendly for the landowner if he accustomed to seeing Toolkit plans and or will be participating in federal programs in the future.

Page 1: Comment [n5]	najones	8/9/2012 8:50:00 AM
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Identify if the plan is for cropland/pastureland/forestland etc.

Page 1: Comment [n6]	najones	8/9/2012 10:21:00 AM
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Begin to list the practices that will be a part of the plan. Example Narratives can be found at:
<https://cps.sc.egov.usda.gov/NarrativesByCounty.aspx>

You should not have to retype the narratives from the website. You can highlight the language you want - right click and copy; then go back to your template and paste it accordingly. Use these narratives as examples but make them as specific to the site/situation your are planning as possible.

Page 1: Comment [n7]	najones	8/9/2012 8:51:00 AM
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Identify units here instead of within the actual rows due issues with adding the amounts entered.

Page 1: Comment [n8]	najones	8/9/2012 8:51:00 AM
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Additional rows can be added to the table by highlighting the row; right click your mouse; choose insert; then choose either insert rows below or above.

Page 1: Comment [n9]	najones	8/9/2012 10:14:00 AM
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A formula can be entered into this cell to automatically calculate your units. To utilize this function follow these instructions:

Click on the table, a table tools tab will appear at the top of your main menu bar - go to the layout tab - click the formula button - the formula should be =SUM(above). This will total all the cells above.

Page 1: Comment [n10]	najones	8/9/2012 8:52:00 AM
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This table can be copied and pasted multiple times within this document. To do so highlight the table; right click on the mouse and choose copy. Move to next area of your plan - right click your mouse and choose paste. All formulas and content should be copied.

Page 2: Comment [n11]	najones	8/8/2012 9:22:00 PM
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Add Landowner name

Page 2: Comment [n12]	najones	8/8/2012 9:21:00 PM
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Add Title of District Staff who developed plan

Page 2: Comment [n13]	najones	8/8/2012 9:21:00 PM
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Add Name of District Staff who developed plan

Page 2: Comment [n14]	najones	8/8/2012 9:19:00 PM
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You can add District Name/Chairman Name - for Chairman Signature

Header and footer changes
Text Box changes
Header and footer text box changes
Footnote changes
Endnote changes